

# **Governance Working Group Report**

4th Meeting of the Governance Working Group  
November 8, 2021

**PRESENT:** Councillors J. Morgan (Chair), S. Hillier, S. Lewis, M. van Holst

**ALSO PRESENT:** M. Schulthess, B. Westlake-Power  
Remote Attendance: Councillor E. Pelozza; L. Livingstone, M. Somide

The meeting is called to order at 12:00 PM; it being noted that the following were in remote attendance: Councillors M. van Holst and S. Hillier.

## **1. Call to Order**

### 1.1 Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

## **2. Consent Items**

None.

## **3. Items for Discussion**

### 3.1 Council Members' Expense Account Policy

That the Civic Administration BE DIRECTED to report back to the November 15 meeting of the Governance Working Group with respect to draft information related to the following potential amendments to the Council Members' Expense Account Policy, prior to moving any recommendations to the SPPC:

- a) an amendment to the Councillor Expense Account that would provide for one annual ward-wide mail out per year, including printing and distribution by Canada Post, to be covered by the Office budget, not individual expense accounts; it being noted that this opportunity would provide for a more equitable opportunity for outreach with citizenry between wards of various size and population;
- b) an amendment to the Councillor Expense Account (and related policies) that would remove the ability to claim home internet costs for reimbursement;
- c) an amendment to 4.2 c) iii) to add additional permissive wording for community and/or ward events, including but not limited to prizes, rental or other "sponsorship" while maintaining the annual \$1,200 maximum value and include some potential examples of these uses;
- d) an amendment to 4.2 c) vi) to add more permissive wording for advertisements that would reduce limitations on use and types including to not be limited to newspaper publications, permit various media opportunities and while maintaining the annual \$1,000 maximum;
- e) an amendment to 4.2 a) to include conference registration for FCM and AMO as an expense that is excluded from the expense account, and to be covered by the general office budget; it being noted that any associated travel expenses would continue to be covered by c) i).

**Motion Passed**

Voting Record:

Moved by: S. Lewis

Seconded by: M. van Holst

That the Civic Administration BE DIRECTED to report back to the November 15 meeting of the GWG with respect to draft information related to the following potential amendment to the Council Members' Expense Account Policy, prior to moving any recommendations to the SPPC:

an amendment to the Councillor Expense Account that would provide for one annual ward-wide mail out per year, including printing and distribution by Canada Post, to be covered by the Office budget, not individual expense accounts; it being noted that this opportunity would provide for a more equitable opportunity for outreach with citizenry between wards of various size and population

**Motion Passed**

Moved by: S. Lewis

Seconded by: S. Hillier

That the Civic Administration BE DIRECTED to report back to the November 15 meeting of the GWG with respect to draft information related to the following potential amendment to the Council Members' Expense Account Policy, prior to moving any recommendations to the SPPC:

an amendment to the Councillor Expense Account (and related policies) that would remove the ability to claim home internet costs for reimbursement

**Motion Passed**

Moved by: S. Lewis

Seconded by: M. van Holst

That the Civic Administration BE DIRECTED to report back to the November 15 meeting of the GWG with respect to draft information related to the following potential amendment to the Council Members' Expense Account Policy, prior to moving any recommendations to the SPPC:

an amendment to the Councillor Expense Account (and related policies) that would provide for an inflationary increase to the monthly travel allowance amount in place

**Motion Failed**

Moved by: S. Lewis

Seconded by: M. van Holst

That the Civic Administration BE DIRECTED to report back to the November 15 the GWG with respect to draft information related to the following potential amendment to the Council Members' Expense Account Policy, prior to moving any recommendations to the SPPC:

an amendment to 4.2 c) iii) to add additional permissive wording for community and/or ward events, including but not limited to prizes, rental or other "sponsorship" while maintaining the annual \$1,200 maximum value and include some potential examples of these uses

**Motion Passed**

Moved by: S. Lewis  
Seconded by: J. Morgan

That the Civic Administration BE DIRECTED to report back to the November 15 meeting of the GWG with respect to draft information related to the following potential amendment to the Council Members' Expense Account Policy, prior to moving any recommendations to the SPPC:

an amendment to 4.2 c) vi) to add more permissive wording for advertisements that would reduce limitations on use and types including to not be limited to newspaper publications, permit various media opportunities and while maintaining the annual \$1,000 maximum

**Motion Passed**

Moved by: S. Lewis  
Seconded by: M. van Holst

That the Civic Administration BE DIRECTED to report back to the November 15 meeting of the GWG with respect to draft information related to the following potential amendment to the Council Members' Expense Account Policy, prior to moving any recommendations to the SPPC:

an amendment to 4.2 a) to include conference registration for FCM and AMO as an expense that is excluded from the expense account, and to be covered by the general office budget; it being noted that any associated travel expenses would continue to be covered by c) i)

**Motion Passed**

Moved by: S. Lewis  
Seconded by: J. Morgan

That the Civic Administration BE DIRECTED to report back to the November 15 meeting of the Governance Working Group with draft information related to these changes, prior to a recommendation to the Strategic Priorities and Policy Committee.

**Motion Passed**

### 3.2 Operations of Municipal Council

That the following actions be taken with respect to the general operations of Municipal Council:

a) the Civic Administration BE DIRECTED to make the necessary changes to facilitate Council meetings to be held starting at 1:00 PM, beginning with the 2022 term of Council, while still being based on the current meeting schedule; it being noted that the 2022/2023 meeting calendar will reflect this change when it is brought forward to a future Corporate Services Committee meeting for consideration; and,

b) the Civic Administration BE DIRECTED to report back to the GWG with respect to recommendations related to the survey results and other feedback related to the staff support model in the Councillors' office, in terms of the themes of increased resources and more flexibility in support duties;

it being noted that the Governance Working Group received the Councillor survey results with respect to this matter.

**Motion Passed**

Voting Record:

Moved by: S. Lewis

Seconded by: M. van Holst

That the Civic Administration BE DIRECTED to make the necessary changes to facilitate Council meetings to be held starting at 1:00 PM, beginning with the 2022 term of Council, while still being based on the current meeting schedule; it being noted that the 2022 meeting calendar will reflect this change when it is brought forward to a future CSC meeting for consideration.

**Motion Passed**

Moved by: S. Lewis

Seconded by: J. Morgan

the Civic Administration BE DIRECTED to report back to the GWG with respect to recommendations related to the survey results and other feedback related to the staff support model in the Councillors' office, in terms of the themes of increased resources and more flexibility in support duties.

**Motion Passed**

3.3 Governance Working Group Meeting Schedule

That it BE NOTED that this matter was deferred to the Governance Working Group meeting scheduled for November 15, 2021.

**4. Deferred Matters/Additional Business**

None.

**5. Adjournment**

Moved by: S. Lewis

Seconded by: J. Morgan

That the meeting BE ADJOURNED.

**Motion Passed**

The meeting adjourned at 2:10 PM.